

ELMWOOD VILLAGE CHARTER SCHOOL

# BOARD OF TRUSTEES MEETING

WEDNESDAY, DECEMBER 18, 2024

EVCS DAYS PARK CAMPUS

**TRUSTEES PRESENT:** Matt Ryan; Jennifer Bernacki-Smith; Ed Castine; George McLean, Kathy Franklin-Adams; Nicca Lebeda; Ken Gholston; Jacob Piorkowski; Pamela Pollock; Mimi Barnes Coppola; Patti Anderson; Anna Sotelo-Peryea

**TRUSTEES EXCUSED:** Lacole Brumfield

**TRUSTEES ABSENT:** none

**OTHERS PRESENT:** Danielle Bruno, EVCS Director of Schools; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, Kirisits & Associates

## 1. CALL TO ORDER

Chair Matt Ryan called the meeting to order at 6:00 PM. He presented the agenda. There were no changes.

## 2. MINUTES

The minutes of the Elmwood Village Charter School Board of Trustees meeting held on November 20, 2024, were presented. There were no changes.

*Jacob moved that the minutes be approved, and Kathy seconded. Approved unanimously.*

## 3. CHAIR REPORT

Elmwood Village Charter School will celebrate 20<sup>th</sup> Anniversary in 2025-2026 academic year. Trustees encouraged to consider ways to recognize this milestone.

## 4. TREASURER'S REPORT

Reviewed financial statements for the five months ended November 30, 2024.

*Nicca moved that the financial report be approved, and Kathy seconded. Approved unanimously.*

## 5. DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, and Anne Wechsler.

### DIRECTOR OF SCHOOLS:

#### SCHOOL LEADERSHIP & CULTURE

- Review of Principal Selection Process and proposed timeline
- Current school leadership priorities: family partnerships (stewarding the room parent program), fidelity to EVCS culture (culture rounds), fidelity to instructional model (instructional rounds and teacher evaluation process), stabilization of both schools - academically and culturally
- Shared leadership reviewed the survey results from the Cullen-funded compensation study (phase 2) and will be preparing a series of communications for all staff around results, and next steps in the compensation study project

### STAFF SNAPSHOT:

#### HIRES (VOTE)

<u>Position</u>	<u>Name</u>	<u>Campus</u>	<u>Qualifications</u>
Substitute	Jesse Reiter	Days	
Substitute	Taylor Derringer	Days	

*Jacob moved to approve new hires; Pam seconded. Approved unanimously.*

PROMOTIONS: 0

EXITS: 1

### DIRECTOR OF CURRICULUM AND INSTRUCTION:

#### ACADEMICS

- 2nd ELA Interim Assessment was administered in grades K-8. Reteach plans based on data have been rolled out.
- MOY STAR administration will take place during the 2nd and 3rd week of January with data meetings the following week to review student progress and make adjustments to academic intervention support, if necessary.

## PROFESSIONAL DEVELOPMENT

### STRATEGIC PLAN GOAL: EXCELLENT TEACHING

- SMARTE Goal MOY review meetings will take place in January
- Coaches are continuing to schedule peer observations in exemplar classrooms both within campuses and across campuses
- Teachers are receiving targeted feedback on all four of our identified high impact instructional strategies throughout the remainder of the school year.
- Full day of PD on 1/16 (topics include Habits of Discussion, Preparing Students for Online Assessment, Safety & Security, and Science Instruction)

## DIRECTOR OF OPERATIONS:

### OPERATIONS/FACILITIES

**Hertel:** Projects over the break include electrical work to install hand dryers in bathrooms, fixing doors, other special projects. Fire Inspection is scheduled for Friday 12/20.

**Days Park:** Projects scheduled over the break include addressing roof leak, and other special projects.

**Shared:** Strategic planning taking place around organizational clarity, roles and responsibilities, lines of responsibility and communication. This work is being led by Temporary Operations Manager Holly Dickinson and includes work sessions with School Leadership Team, School Building Leaders, and Central Office Staff. Intended outcome is increased clarity.

### ADMISSIONS/STUDENT ENROLLMENT

#### ENROLLMENT COUNTS:

Unchanged since last report. Application for 25-26 is open, but applications are down from last year. Enroll Buffalo Charters indicates that applications are down overall, but they are increasing their outreach efforts. We are working independently on outreach on social media, referrals, and other innovative avenues.

Past and upcoming outreach/promotional efforts:

- Community Tabling and programming planned for several area libraries. EVCS is organizing a story hour with Librarians and other staff reading to preschoolers and children in early grades.
- Advertising campaigns secured with WNY Family Magazine (December & February), Greyline Outside Advertising (bus shelters, December), Ujima Company, Inc. Theatre (full season through spring shows), and Step Out Buffalo (December through March).
- Distribution of new lawn signs has begun in key neighborhoods.
- New marketing materials created and beginning to be distributed, including 'one stop shop' postcard and a rack card focusing in on our Kindergarten Camp. Applications for 2025-2026 open on December 1st.

## TECHNOLOGY

November and early December reports submitted and certified. Data Manager is working on getting quotes for the upcoming year and looking at software/hardware needs, and increasing efficiencies where available.

## GRANTS/FINANCE

GRANTS: Nothing new to report.

FINANCE: Compensation work is continuing and EVCS is holding meetings with facilitator for the Cullen-funded cohort work on talent (recruitment and retention of high-quality staff) and will be working with Edgility on next steps in compensation strategy.

## HR UPDATES

Open enrollment for next year begins January 6-January 17. HR Manager is continuing to concentrate on finding subs for both buildings.

## OTHER BUSINESS

20th Anniversary of EVCS is the 2025-2026 school year. Planning will be starting in January and the trustees will be receiving a survey during that month.

*Respectfully submitted by Danielle Bruno, Liz Evans, and Anne Wechsler – December 18, 2024*

## 6. SUBCOMMITTEE REPORTS

Updated committee list circulated by Chair.

- |  |   |
|--|---|
| a. <b>Academic Excellence Committee</b>      | Did not meet.   |
| b. <b>Space Planning Committee</b>           | Playground quotes forthcoming.                        |
| c. <b>Finance Committee</b>                  | Nothing to report.                                    |
| d. <b>Nominating Committee</b>               | Days Park Parent Representative candidate identified. |
| e. <b>Development and Advocacy Committee</b> | Shuttered until needed.                               |
| f. <b>EVCS Culture Committee</b>             | Nothing to report.                                    |

## 7. COMMUNITY ASSOCIATION REPORTS

- Days Park: Wreath & Poinsettia sale successful. Room parents have begun attending CA meetings. Teacher appreciation week efforts were positively received.
- Hertel Campus: Poinsettia and Wreath sale distribution went smoothly. Voted to commit funds to increase food security for families over winter break. Winter Warmth Project went up on Hertel playground fence December 1<sup>st</sup>; CA voted to purchase 200 pairs of gloves and 100 hats to help all kiddos be winter-ready for outside play.

## 8. OLD BUSINESS

SUNY Charter Schools Institute: 2024-25 Charter Renewal Days Park – pending, no issues anticipated, expect to hear back in February. Moving forward Days Park and Hertel will be on the same renewal cycle.

## 9. ANNOUNCEMENTS/NEW BUSINESS

Next meeting January 15 at Hertel. Future meetings as follows: February 12 (D), March 19 (H), April 23 (D), May 21 (H), June 18 (D), and July 16 (H).

## 10. EXECUTIVE SESSION

*Patty moved to enter executive session, seconded by Nikka. Motion carried.*

Discussion ensued.

*Pam moved to exit executive session, seconded by Kathy. Motion carried.*

*Nikka moved that the meeting be adjourned, and Pam seconded. Approved unanimously.*

The meeting was adjourned at 7:33 PM.

*Respectfully submitted,*

*Anna Sotelo-Peryea*

*EVCS Board Secretary*